

### **Planning and Development Services Memo**

August 30, 2010

TO: Mayor and City Council

Kevin Burke, City Manager Ben Fisk, Deputy City Manager Jim Wine, Deputy City Manager

Flagstaff residents

THROUGH: Mark Landsiedel, Community Development Director

Jim Cronk, Planning Director

**DISTRIBUTION:** Planning and Zoning Commission

Board of Adjustment

Other City Boards and Commissions

City staff

FROM: Roger E. Eastman, AICP, Zoning Code Administrator

RE: Release of the Public Review Draft of the new Zoning Code

### Introduction

Included with this memorandum is the August 30, 2010 Public Review Draft of the new Zoning Code for the City of Flagstaff. This memorandum provides an overview of why the City has undertaken the task of updating the City's zoning code or Land Development Code (LDC); an overview of the process followed over the past 18 months for developing the Public Review Draft of the new Zoning Code; and, to provide a brief description of the changes incorporated within the attached Public Review Draft of the new Zoning Code.

### **Background**

In response to a Request for Proposals (RFP) issued in July 2008 and a comprehensive review and interview process of nine firms, in January 2009 the City Council awarded a contract to Opticos Design Inc. and their supporting team of consultants (Lisa Wise Consulting, Inc., Sherwood Design Engineers and Hall Planning and Engineering) to rewrite and update the City's Land Development Code (LDC).



### Why does the LDC need to be updated?

The City of Flagstaff's LDC is adopted in accordance with Arizona Revised Statutes in order to further the legislative intent of "protecting and promoting the public health, safety and general welfare of the citizens of Flagstaff, providing for orderly growth", etc. (LDC Division 10-01-002).

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The LDC in its current format is a complex document because it includes numerous zoning methodologies that have been added to it over the past few years. These include:

- Conventional use-based zoning provisions that date back to the 1970s and before;
- Performance based zoning provisions added in 1991;
- Design review guidelines adopted in 2002 that apply to multi-family residential, commercial, institutional and business park developments; and
- Traditional neighborhood standards based on the Smart Code requiring a Form-Based Code for a Traditional Neighborhood District adopted in November 2007.

The 1991 code revisions combined the former zoning ordinance and subdivision ordinance from the City Code into a consolidated Land Development Code. The LDC was restructured and formatted at that time. The original 17 conventional zoning districts were retained and are identified as "Established" or "E" districts, for example, the C-3-E (Highway Commercial District Established) zoning district. In addition, 18 new zoning districts were added. These districts do not have the "E" designation (for example, UC (Urban Commercial district)), and they are applied through the application of performance-based zoning techniques developed by Lane Kendig and Associates.

Since 1991 the LDC has been amended numerous times to resolve conflicts, add new provisions, and ensure consistency with Arizona statutes. In addition, three overlay historic zoning districts have been adopted as well as the Traditional Neighborhood District.

While the LDC has many strengths (for example, the natural resource protection standards applied within the new zoning districts have ensured the preservation of trees, slopes and floodplains in new developments and the City's exterior lighting standards led Flagstaff to be declared the First International Dark Sky City in October 2001), it also has some significant weaknesses that include the following:

- a. While the LDC is certainly comprehensive, it is not straightforward, and easily understood and usable. Indeed, the LDC's complex concepts and standards as well as its weak organizational structure have made it hard for citizens and staff to use.
- b. The LDC is essentially a Euclidian or conventional code that separates land uses into distinctly different land use categories. In its current format of segregating land uses it illustrates a general lack of relevancy and unresponsiveness to address new market directions and emerging trends within the planning profession and development community, such as Smart Growth and the promotion of mixed-use concepts that have been proven in many cities across the US.
- c. The LDC can be difficult to use and interpret. Numerous amendments over the years have led to a disjointed code that lacks good internal or external cross references. It is also not logically organized and many development standards are hard to find.
- d. In general the LDC lacks consistency with the City of Flagstaff Regional Land Use and Transportation Use Plan (Regional Plan), and in some respects fails to implement it properly.

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- e. Some provisions (such as the measurement of building height and the method for determining tree preservation on a parcel) produce results inconsistent with community goals.
- f. In general the LDC lacks consistency, clarity and predictability. This has been a frequent concern to citizens and developers.
- g. The LDC includes an unnecessary number of zoning districts 39 in total with 32 actually mapped on the zoning map (both "Established" and "new" created in 1991).
- h. As noted above, the majority of the LDC is at least 18 years old (some parts are much older).

In summary, the existing LDC requires modernization, codification and improvement as it does not always produce the type of urban form or development as promoted by the Regional Plan. Furthermore, the complexity of the LDC makes it difficult for property owners to easily identify what is allowed to be built on a given property. Thus, developers often find it hard to create quality development in Flagstaff. Indeed, it has been determined that the cumbersome nature of the LDC may be a contributor to the high cost of development in Flagstaff. As described below, the new Zoning Code will be coherent, integrated, concise, consistent, innovative, and user friendly.

### **Objectives of the Zoning Code Update**

The purpose of the Request For Proposals released on July 18, 2008 was to select a planning consultant to produce an innovative and integrated zoning code for the City of Flagstaff that used the existing provisions of the LDC expanded, modified and deleted as necessary within the restrictions of applicable State law to produce a zoning code that;

- 1. Is based on sound principles of Smart Growth, mixed-use and sustainable development.
- 2. Is consistent with the adopted Regional Plan and is coordinated with the future amendments proposed to the Regional Plan.
- 3. Is logically organized and easy to read and understand.
- 4. Includes an extensive use of graphics to illustrate key points and minimize the amount of text.
- 5. Is consistent in terms of processes and requirements.
- 6. Reduces the number of zoning districts provided in the Code and on the zoning map where possible, by combining or removing districts.
- 7. Involves the public in a meaningful and effective way using appropriate public participation techniques.

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**TASK 2:** 



8. Is easily expanded and amended in the future to respond to changing market and socioeconomic conditions.

### The Process for Developing the New Zoning Code

Based on the approach suggested in the RFP, and some revisions suggested by the consultants assisting with this project, the scope of work included five major tasks. All of the deliverables from each task are available for review on the City's zoning code update web site – www.flagstaff.az.gov\zoningupdate.

# TASK 1: Background Review and Initial Public Participation

This task involved compilation of information useful to the consultants as they prepared to commence the project. In addition 11 Focus Groups were formed from interested citizens to review specific parts of the LDC to provide direction, comment and ideas on the path forward.

This task included completion of a Macro-scale Analysis (i.e. a study and analysis of the City as a whole) and a Micro-scale Analysis of the area where it was determined that a Form-based Code could be applied.

**Documentation and Analysis** 

# Tasks Completed Included: Initial meetings with staff Interviews with stakeholders Focus Groups formed – 56 meetings Summary Report completed Keylssues – Stakeholder interview results

# Tasks Completed Included: Macro-scale documentation of the City Form-based Code area identified Micro-scale documentation of the FBC area Micro-scale Analysis – July 7th

# TASK 3: Form-Based Code Charrette for Focus Area

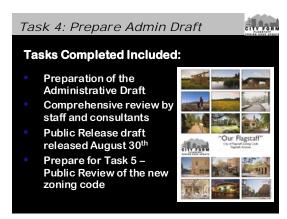
A Design Charrette was held in early October 2009 for the focus area where a Form-based Code will be applied (Downtown, and the Southside, Flagstaff Townsite and north of Downtown neighborhoods). The design charrette provided a unique opportunity for Flagstaff residents to work with the planning team to create a plan and Form-based Code for this area of Flagstaff.





# TASK 4: Preparation of Preliminary Zoning Code Draft

After finalizing the Table of Contents for the new code, work began in earnest to draft a new Zoning Code. This cooperative effort between the planning consultants and staff resulted in the release of the Administrative Draft for City staff review in late June. By the end of July, all staff comments were submitted back to the consultants.



### TASK 5: Public Review and Adoption

This task has just commenced with the distribution of the Public Review Draft of the new Zoning Code. Over the course of the next few months, residents are encouraged to submit their ideas, comments and opinions on the new code by participating in the upcoming public meetings, work sessions and hearings (See Page 12 for a schedule of upcoming meetings). It is anticipated that the City Council may adopt the new Zoning Code in mid-January 2011.

### **Introducing the New Zoning Code**

The new Zoning Code is substantially different in its organization and appearance when compared to the existing LDC. The illustration below summarizes some of the basic differences between these two documents.

# Comparing the Land Development Code to the new Zoning Code

	<b>Existing LDC</b>	New Zoning Code
Zoning Districts	35	16
Overlay Zoning Districts	4	6
Transect Zones	6	6
Number of Chapters	18	9
Number of Appendices	3	6
Number of Maps	3 (throughout the LDC)	6 (in a new chapter)
Implements the Regional Plan?	Mostly	Yes
Easy to use and understand	No	Yes
Comprehensive and up-to- date	No	Yes

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Attached is a document that summarizes the nature of change for each chapter and division of the new Zoning Code. This will enable a reader to easily determine which divisions have changed significantly (e.g. "Landscaping Standards" or "Resource Protection Standards"); those that are new (e.g. "Affordable Housing" or "Site Planning Standards"); or those where very few changes are proposed (e.g. "Variances" or "Fences and Screening Standards").

Two of the biggest changes to the Zoning Code involve the combination of the existing zones where it made sense to do so and the introduction of new transect zones as part of the Formbased Code provisions of the new Code. Transect zones are described in detail in the Preamble to the new Code, and in Chapter 10-40. Transect zones focus on physical form rather than separation of uses as the organizing principle for the code and are an alternative to conventional (non-transect) zones. Application of transect zones to a property is optional, but they may only be applied where the transect zone is mapped on the Zoning Map. These transect zones reflect the community's vision for implementing the intent of the Regional Plan to preserve natural areas, create walkable, mixed-use neighborhoods, and to reinforce the character of the downtown and surrounding neighborhoods. Transect zones help to ensure that proposed development is compatible with existing and future development on neighboring properties to ensure an environment of desirable character, consistent with the Regional Plan.

The new Zoning Code is organized into the following chapters:

- Preamble
- Chapter 10-10: Title, Purpose and Jurisdiction
- Chapter 10-20: Administration, Procedures and Enforcement
- Chapter 10-30: General to All
- Chapter 10-40: Specific to Zones
- Chapter 10-50: Supplemental to Zones
- Chapter 10-60: Specific to Thoroughfares
- Chapter 10-70: Specific to Civic Spaces
- Chapter 10-80: Definitions and Terms and Uses
- Chapter 10-90: Maps
- Appendices

### Overview of the New Zoning Code by Chapter

A brief overview of the organization and content of the new Zoning Code follows.

### Preamble

The Preamble (new) provides a general introduction to the Zoning Code, describes the urban form and character of Flagstaff, provides an overview of Form-based Codes and the new transect zones, and it explains how to use the Code.

### Chapter 10-10: Title, Purpose and Jurisdiction

This Chapter establishes the purpose of the Zoning Code under the authority of Arizona Revised Statutes (A.R.S.), and establishes rules for its administration. While the Zoning Code provides regulations for the development of land within the City, it also serves to implement the City's Regional Plan by addressing and promoting desired land use patterns, sustainability, the preservation of natural resources and public infrastructure. This Chapter also contains information pertinent to the applicability of the Zoning Code, rules of interpretation (new to the Zoning Code) and other information essential to understanding the purpose and jurisdiction of

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the Code. The Chapter is based upon existing provisions of the LDC, and it has been reorganized and simplified.

### Chapter 10-20: Administration, Procedures and Enforcement

This Chapter provides information on the organization, powers and duties of the review authorities responsible for the administration of the Zoning Code, establishes detailed procedures for the submittal and processing of development applications, and provides for enforcement of the Zoning Code. The "Administration" division, which outlines the powers and duties of the City Council, Planning Commission, Planning Director and other review authorities, has been simplified and coordinated with Title 2 (Boards and Commissions) of the City Code.

The "Common Procedures" division is new to the Zoning Code, and consolidates procedures common to all development applications in one place. The "Permits and Approvals" division remains essentially unchanged, aside from the addition of a few new permit types, and contains sections specific to the preparation and processing of planning and building permits required by the Zoning Code. New to this division are "Parking Lot Maintenance Permits", "Temporary Sign Permits" and a section describing the process for "Development Agreements". The "Amendments to the Zoning Code Text and the Zoning Map" and "Nonconforming Provisions" divisions have both been updated in accordance with A.R.S.

Procedures for "Appeals" and "Annexations" have also been updated to comply with A.R.S., and have been simplified and clarified resulting in significant changes. The "Construction Assurances" division is new to the Zoning Code, and consolidates duplicative and sometimes contradictory provisions of Title 8 (Public Ways and Property) of the City Code and the Subdivision Regulations and the Engineering Standards. The "Enforcement" division has been simplified through the removal of unnecessary text that is already in place under the jurisdiction of the Municipal Court.

### Chapter 10-30: General to All

This Chapter contains divisions that are applicable City-wide to all zones. The "Affordable Housing Incentives" division is new to the Zoning Code, and combines all regulatory affordable housing incentives in one place with the purpose of fostering the development of permanent affordable housing units. The "Heritage Preservation" division, which is intended to protect and enhance the cultural, historical and archeological heritage of the City, has been updated and simplified.

The "Public Improvements" division establishes the minimum acceptable standards for public improvements associated with subdivisions and land development. This division is new to the Zoning Code, and is a consolidation of standards from Title 8 of the City Code, the Engineering Standards, and the Subdivision Regulations. The "Site Planning Design Standards" division is also new, but is largely based upon the existing standards currently located in Chapter 10-16 (Design Guidelines) of the LDC. The purpose of this division is to encourage development patterns which reinforce and compliment the character of the neighborhoods, districts and corridors found within the City.

The "Sustainability" division is also new, and it provides principles of sustainability and references to other documents which encourage and direct development in a manner that is sustainable in the City. The "Traditional Neighborhood Community Plans" division is

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essentially the same as Chapter 10-17 (Traditional Neighborhood District) of the LDC, and it promotes the creation of walkable urban environments with a mix of housing types and civic, retail and service uses through the application of transect zones (i.e. Traditional Neighborhood developments).

### Chapter 10-40: Specific to Zones

This Chapter establishes the zoning districts or zones applicable to all property located within the City, and which are delineated on the Zoning Map. It further establishes the land uses which are permitted in each Zone, either by right or though approval of a Conditional Use Permit. Three categories of Zones are established: Non-Transect Zones; Transect Zones; and, Overlay Zones. A table showing how the zones were combined is attached.

The Non-Transect Zones reflect a consolidation of most of the similar "performance" and "established" Zones from the LDC. As an example, the RR (Rural Residential) and R-R-E (Single-family Residential Rural District Established) zones were combined as a new RR or Rural Residential Zone. This has resulted in much simpler and shorter titles for each of the Zones. When combined, the least restrictive regulations from each of the existing Zones were adopted as the new regulations for each new zone. The Non-Transect Zones division provides regulatory standards which govern land use, building form and development within each of the Zones. The information is provided in a table format to improve the organization, ease of use, and readability of the document. A brief description outlining the intent and purpose of each zone is also provided.

The Transect Zones division provides regulatory standards governing land use, building form and development within the 7 new transect zones and 4 sub-zones. The transect zones range from the most natural, undisturbed environments found in Flagstaff, such as the Coconino National Forest, to the most urban settings, such as the Flagstaff downtown. The Transect Zones have been created in relation to the context and setting of each area, focusing on physical form rather than separation of uses as an organizing principle. Application of these Zones to a property is optional, and they are included in the new Code as an alternative to conventional, Non-Transect Zones. If a parcel is designated with a particular transect zone, a developer may choose between either the transect zone or the non-transect zone which applies to the property, and then must adhere to either one or the other of the applicable development standards. Under the new Zoning Code Transect Zones have been applied within the City in the downtown and surrounding neighborhoods. Through the application of a TNCP as described above, Transect Zones may also be applied elsewhere within the City provided such application is supported by the Regional Plan. Land use and development standards have again been provided in a table format for ease of use and readability.

The Overlay Zones division includes the existing overlay zones from the LDC, with the addition of a new overlay zone, the Resource Protection Overlay. This overlay applies only to those parcels in the existing LDC considered the new zone where resource protection performance standards applied, and thus it is intended to protect natural resources such as floodplains, steep slopes and forest resources within the City.

The Specific to Uses division provides site planning, development and operating standards for specific land uses and activities within the City. These standards are in addition to all applicable zone regulations where the uses are permitted, and to any supplemental regulations which may

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apply. Although some new uses have been added to this division (e.g. Co-housing and Live-Work), the majority of the uses were previously listed in the LDC.

### Chapter 10-50: Supplemental to Zones

This Chapter provides standards that supplement the regulations of each zoning district. These standards are intended to promote development that compliments the unique, historic character of Flagstaff, while preserving and enhancing the natural resources and environments which are embraced by the local community and visitors alike. Much of this Chapter draws on existing code provisions from the LDC (such as the "Parking Standards" or "Outdoor Lighting Standards"), but new or expanded divisions have also been added, including "Architectural Design Standards" (based on the existing Design Guidelines in Chapter 10-16 of the LDC), Building Height, Building Types, and Specific to Private Frontages.

The "Architectural Design Standards" division is based upon the existing design guidelines found in Chapter 10-16 of the LDC. This division encourages building patterns which are in character and scale with the existing, historic architecture of Flagstaff, and additionally promotes the use of indigenous, traditional building materials and a human scale for new development. The "Building Height" division builds on the height standards found in Chapter 10-17 (Traditional Neighborhood Design) of the existing LDC and introduces a new form of measuring building height.

The "Encroachments" division (it provides standards to allow encroachment of certain structures into required setback areas) and the "Fences and Screening" division are based upon standards from the LDC, with some minor revisions. The "Landscaping Standards" division has undergone extensive changes that are in contrast to the complex and confusing standards found in the LDC. The use of landscape opacities has been eliminated, and sustainable xeriscape principles and irrigation practices have been incorporated to more appropriately align with Flagstaff's unique climate. The City's Low Impact Development (LID) standards to manage stormwater runoff have also been cross-referenced into this division.

Based upon standards from the LDC, the "Outdoor Lighting Standards" division has been reformatted and updated in the new Zoning Code. As the world's first recognized International Dark Sky City, Flagstaff has emerged as a leader in the development and implementation of outdoor lighting standards that balance the need for preserving dark skies as a resource with the need for safe lighting practices. This division provides for the continued protection of our dark skies through updated regulations for current lighting technology, the use of shielding, and the regulation of lumen outputs within the City. The "Parking" division has also been simplified and updated, and again based mostly upon existing LDC standards. Standards for required parking spaces are now presented in a simple table format, improving the division's organization and ease of use. Bicycle parking standards have also been added to this division.

There have been significant changes to the "Resource Protection Standards" division, mostly in an effort to simplify the methods used to determine resource protection for development sites. The purpose of this division is to maintain existing natural resources and to ensure that proposed development is consistent with the character of its natural surroundings. The complicated methodology required by the LDC has been replaced with a simplified resource survey, including a "point system" for determining important forest resources to be protected. The "Sign Standards" division is essentially the same as that found in the LDC, but has been reorganized, simplified and updated. A significant change is that the use of temporary business

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signs has been expanded, to allow the use of banners, A-frame signs and temporary event signs subject to specific standards. The sign regulations are presented in tables according to sign type, and new improved illustrations have been inserted.

The "Building Types" division is new to the Zoning Code and provides illustrations, descriptions and standards for permitted building types, and specifies the transect zones in which they are allowed. The purpose of this division is to ensure development that reinforces and compliments the existing character and architecture found in Flagstaff's neighborhoods and downtown. The standards in this division may also be applied to developments in non-transect zones. The "Specific to Private Frontages" division is also new, and it provides standards and illustrations for private frontage types and designates the transect zones in which they are allowed. Private frontages are the components of a building that provide a transition and interface between the public realm (street and sidewalk) and the private realm (yard or building). Both of these divisions are elements of a Form-based Code, and are intended to promote walkable, sustainable mixed-use environments.

### Chapter 10-60: Specific to Thoroughfares

This Chapter is new to the Zoning Code, and provides standards for thoroughfares (streets) in areas of the City where transect zones may be applied. It builds upon the existing standards included in Chapter 10-17 (Traditional Neighborhood District) of the LDC. These standards are presented in tables and illustrations, and are intended to promote walkable, safe street environments. Standards for appropriate street trees and public lighting are also provided.

### Chapter 10-70: Specific to Civic Spaces

This Chapter is also new to the Zoning Code, and provides standards for seven different types of civic spaces, and designates the transect zones for which they are intended. Types of civic spaces include parks, plazas, playgrounds, community gardens and other similar open spaces. These spaces are essential components of mixed-use neighborhoods, but may also be applied in Non-Transect Zones.

### Chapter 10-80: Definitions and Terms and Uses

This Chapter provides definitions for various terms and phrases that are used within the Zoning Code. It is an essential part of the Zoning Code, as many of the terms are technical or specialized and may not reflect common usage. This Chapter is largely based upon terms used in the LDC, but it has been updated and expanded to conform to the new Zoning Code.

### Chapter 10-90: Maps

This Chapter provides reference maps relevant to the Zoning Code, and includes the following maps:

- Cultural Sensitivity Map (future use);
- Rural Floodplain Map;
- Historic Districts Maps;
- Lighting Zones Map; and,
- Street Classifications Map.

The Zoning Map, including the Regulating Plan showing the Transects, will be available to the public through the City website, or at the Community Development customer service counter located in City Hall.

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### **Appendix**

The Appendices provide information in support of the new Zoning Code, including the following:

- Design Guidelines;
- Additional Information on Smart Growth and Traditional Neighborhood Developments;
- Sustainability Guidelines (new);
- Planning Fee Schedule;
- Landscape Plant List (new);
- Outdoor Lighting Reference Materials (new);
- Implementation of Flagstaff Fire Department Firewise Process (new); and,
- Summary of How the Zoning Code Implements the City's General Plan (new).

### **Concluding thoughts:**

### Citizen Participation in the Process for Updating the Zoning Code

A hallmark of the update of the City of Flagstaff's LDC was a commitment to the City Council to ensure that the process for updating and writing the code was as open and transparent as possible, with numerous opportunities provided for Flagstaff residents to engage and participate in the project. Over the past 18 months, City staff has hosted numerous public meetings (such as Educational Forums), participated in over 50 Focus Group meetings, attended meetings of community groups and organizations, attended numerous City Council and City board and commission meetings, and participated in other outreach efforts such as Regional Plan Open Houses, the Flagstaff Farmer's Market, and annual Earth Day events. Over 400 people attended and participated in the October 2009 Design Charrette. So far, staff has hosted and attended over 150 such public meetings and events.

In addition, notice of meetings and important announcements has been conveyed via e-mail and the City's zoning update webpage, as well as notices in various community bulletin boards (such as the Arizona Daily Sun and KNAU), announcements in utility billings, notices in the Arizona Daily Sun, articles in newsletters (e.g. the Chamber of Commerce or Northern Arizona Building Association), and most recently, a public service announcement in the Flagstaff Harkins Theatre Complex.

A comprehensive analysis of all Focus Group recommendations and comments and suggestions submitted by residents has been completed, and may be viewed on the City's zoning update web site (See below).

### How to review the new Zoning Code

It is obvious that the new Zoning Code is a very large document, and it is certainly daunting to any reader considering reading it from cover to cover. It has been suggested that staff provide some ideas on how to review the new Code so as to get the most out of it without spending many hours reading each page.

Staff suggest that a first time reader of the new Code approach the review in the following manner, and that it is not necessary to read the entire contents of the new Zoning Code draft.

- Prepare a fine cup of coffee or tea as this is an essential part of reading a document such as this!
- Study the Table of Contents to get a feel for the organization and structure of the Code.
- Read the Preamble, as it includes a section on "How to Use this Code".

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- Study the attachment at the end of this memorandum that provides an analysis by chapter and division of how much each has changed. Based on this attachment, you may only want to thoroughly review those divisions that have had the greatest change, or those that are of most interest to you.
- Select the division(s) that is of greatest interest to you and scan through it from start to finish to understand the general structure and content of the division, before going back and reading it more carefully.
- Write notes, comments, suggestions and ideas in a form that is easily provided to the City (see below).

### How to Submit your Ideas and Comments on the New Zoning Code

As noted above, many Flagstaff residents and other community members have already participated actively in the process for updating and rewriting the City of Flagstaff's Zoning Code, and many of the suggestions and ideas received so far have been included in the Public Review Draft. Comments, ideas and suggestions on the Public Review Draft are encouraged and welcomed, and may be submitted to City staff in writing in any of the following ways:

- On the Comment Form attached to this memorandum or available on-line at www.flagstaff.az.gov\zoningupdate;
- Via e-mail to Roger E. Eastman, AICP, Zoning Code Administrator and project manager, at the e-mail address provided below; or,
- Via regular mail sent to the City of Flagstaff, 211 West Aspen Avenue, Flagstaff, AZ 86001 marked for the attention of Roger E. Eastman, AICP;

### Schedule of Upcoming Work Sessions and Public Meetings

The City's zoning update web page – <a href="www.flagstaff.az.gov\zoningupdate">www.flagstaff.az.gov\zoningupdate</a> - provides a detailed and up-to-date schedule of upcoming public work sessions, meetings and future hearings for the new Zoning Code. A list of some upcoming meetings is provided below (note that these meetings dates, times and locations are subject to change):

September 8	4:00 pm: Planning and Zoning Commission Work Session to review the Top 10 changes as a result of the new Zoning Code
September 16	8:00 am to 4:00 pm: Joint work session of the City Council and Planning and Zoning Commission with a presentation by City staff and the consultants on the new Zoning Code (Aquaplex)
September 22	4:00 pm: Planning and Zoning Commission Citizen Review Work Session (Council Chambers)
September 27	4:00 pm: Sustainability Commission Work Session (Staff Conference Room)
October 6	8:15 am: Board of Adjustment Work Session (Council Chambers)
October 13	4:00 pm: Commencement of Planning and Zoning Commission public hearings

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December 7 5:30 pm: Commencement of City Council public hearings

January 18, 2011 Possible adoption date.

The "Subdivision and Land Split Regulations" currently located in the LDC in Chapter 10-11 are not included with the new Zoning Code Public Review Draft as they have been formatted into a new Title 11 of the City Code with the Planning Documents chapter (currently Chapter 10-12 of the LDC). Similarly, the Development Fees chapter (Chapter 10-18 of the LDC) will be inserted into Title 3 of the City Code. In the next few months these chapters will be presented to the Planning and Zoning Commission and City Council for review and approval prior to adoption of the new Zoning Code.

If you have comments or questions on the review of the Public Review Draft of Flagstaff's new Zoning Code, or require additional information, please contact:

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Community Development Division
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(928) 779-7631 Ext. 7606
E-mail at <a href="mailto:reastman@flagstaffaz.gov">reastman@flagstaffaz.gov</a>.

OR

Darrel Barker, Zoning Code Manager City of Flagstaff Community Development Division 211 West Aspen Avenue Flagstaff, AZ 86001 (928) 779-7631 Ext. 7324 E-mail at dbarker@flagstaffaz.gov.

### **Attachments:**

- Summary: Analysis of Change by Chapter and Division for the New Zoning Code
- Summary of New Zoning Districts
- Comments Form

## City of Flagstaff

### **Public Review Draft of the New Zoning Code**



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### Summary: Analysis of Change by Chapter and Division

Title 10 - Zoning Code

New Zoning Code Chapter & Division | Comment on change | Change is ...\*

\* The "Change is ..." column provides a quick summary of the level of change by Division. Because all divisions have been formatted into a new style, grammar has been corrected, and redundant language removed, this is not noted in the summary. An explanation for each note follows:

- New These are new Divisions, and there is no existing LDC division or section to which it can be compared
- Minor Minor changes to the content and intent of the Division implying that much of the existing LDC has been retained and including minor reorganization of the division
- Moderate Numerous changes to the content of the Division by for example, ensuring coordination with other City Code sections, consistency with ARS, and more comprehensive reorganization and restructuring of the division
- Significant These divisions have been completely rewritten, and existing standards and regulations from the LDC have been significantly revised; it also implies a major reorganization of the relevant existing LDC chapter or division.

Preamble			
A. Introduction – overview of urban form and	The preamble is new to the	New	
character (WU/DS/Natural)	zoning code		
B. How to Use the Code			
C. Transect Principles			
D. Form-Based Codes Overview			
E. An Overview of Development Regulation			
in Flagstaff			

Chapter 10-10 - Intent and Applicability			
10-10.10	Title	Based on LDC	Minor
10-10.20	Legislative Intent and Purpose	One new division	
10-10.30	Authority	Minimal changes – clarify	
10-10.40	Severability	and simplify	
10-10.50	Effective Date		

Chapter 10-2	Chapter 10-20 - Administration and Procedures			
10-20.10	Purpose	Updated	Minor	
10-20.20	Administration	Simplified – coordinated with Title 2	Minor	

New Zonin	g Code Chapter & Division	Comment on change	Change is*
10-20.30	Common Procedures	New – consolidates	Moderate
		procedures common to all	
		applications in one place	
10-20.40	Permits and Approvals	Essentially unchanged	Minor
10-20.50	Amendments to the Zoning	Updated to ARS	Moderate
	Code Text and the Zoning Map		
10-20.60	Nonconforming Provisions	Updated to ARS	Moderate
10-20.70	Variances	Essentially unchanged	Minor
10-20.80	Procedures for Appeals	Updated to ARS	Significant
		Clarification of appeals	
		procedures – new Table	
10-20.90	Annexations	Updated to ARS and	Significant
		simplified	
10-20.100	Assurance of Performance for	New – consolidates Title 8,	Moderate
	Construction	former Sub. Regs. &	
		Engineering Standards	
10-20.110	Enforcement	Simplified – unnecessary	Moderate
		code removed	

Chapter 10-3	Chapter 10-30 - General to All			
10-30.10	Purpose	Updated	New	
10-30.20	Affordable Housing	New – combines all	New	
		regulatory affordable		
		housing incentives in one		
		place		
10-30.30	Heritage Preservation	Updated and simplified	Significant	
10-30.40	Community Benefits Program	New	New	
10-30.50	Public Improvements	New – consolidates	Significant	
		standards from the Eng.		
		Stds. & Sub Regs.		
10-30.60	Site Planning Design Standards	New – mostly based on LDC	New	
		Chapter 10-16 (Design		
		Guidelines)		
10-30.70	Sustainability	New – broad principles	New	
10-30.80	Traditional Neighborhood	New – based on LDC	Moderate	
	Community Plans	Chapter 10-17 (Traditional		
		Neighborhood District)		

Chapter 10-4	Chapter 10-40 – Specific to Zones				
10-40.10	Purpose	Updated	Minor		
10-40.20	Establishment and Designation	New zones	Significant		
	of Zones	Simplified and clarified			
10-40.30	Non-Transect Zones	New combined zones	Significant		
10-40.40	Transect Zones	New	New		
10-40.50	Overlay Zones	Based on LDC and some new	Minor		
	•	zones			
10-40.60	Specific to Uses	Most uses from LDC – some	Moderate		
		new uses			

New Zonii	ng Code Chapter & Division	Comment on change	Change is
Chanter 10-	50 - Supplemental to Zones		
10-50.10	Purpose and Introduction	New and updated	Minor
10-50.20	Architectural Standards	New – based on design	New
		guidelines	
10-50.30	Building Height Standards	New – based on former TND height standards	New
10-50.40	Encroachments	New division - based on LDC	Minor
10-50.50	Fences and Screening Standards	New division - based on LDC	Minor
10-50-60	Landscaping Standards	Extensive changes	Significant
		throughout	
10-50.70	Outdoor Lighting Standards	Based on LDC – simplified and updated	Moderate
10-50.80	Parking Standards	Based on LDC – simplified and updated	Moderate
10-50.90	Resource Protection Standards	Extensive changes throughout	Significant
10-50.100	Sign regulations	Essentially the same as LDC – simplified and updated. New temporary signs.	Moderate
10-50.110	Specific to Building Types	New – builds on LDC building types; Form-based Code element	New
10-50.120	Specific to Private Frontage Types	New – Form-based Code element	New
<u> </u>			
	60 - Specific to Thoroughfares	L	1
10-60.10	Thoroughfare Types	New	New
Chapter 10-	70 - Specific to Civic Spaces		
10-70.10	Civic Space Types	New	New
10 70.10	Civic Space Types	, new	11011
Chapter 10-	80 - Definitions of Terms and Uses		
10-80.10	Purpose	Updated – based on LDC	Minor
10-80.20	Definition of Specialized Terms,	Updated to conform to new	Moderate
	Phrases, and Building	code	
	Functions		
Chapter 10-	-	T	1
10-100.10	Purpose	New	New
	Cultural Resource Sensitivity	New	New
10-100.20	Map		
	Map	Updated – based on LDC	Minor
10-100.30	Map Rural Floodplain Map	Updated – based on LDC New	Minor New
10-100.30 10-100.40	Map Rural Floodplain Map Historic Districts Maps	New	New
10-100.20 10-100.30 10-100.40 10-100.50 10-100.60	Map Rural Floodplain Map Historic Districts Maps Lighting Zones Map	New Updated – based on LDC	New Minor
10-100.30 10-100.40	Map Rural Floodplain Map Historic Districts Maps	New	New

New Zoning Code Chapter & Division		Comment on change	Change is*
10-100.80	Zoning Map - includes	New – updated and	Significant
	Regulating Plan for Transects	expanded	

Ap	Appendices:				
1.	. Supplemental Guidelines				
	1.1 D	Design Guidelines	Updated; simplified from LDC	Significant	
	G	Additional Information on Smart Growth and Traditional Jeighborhood Development	From Appendix C of the LDC	None	
	1.3 St	ustainability	New	New	
2.	. Planning Fee Schedule		Updated from LDC	Moderate	
3.	Landscape Plant List for the City of		New & updated – combines	Moderate	
	Flagstaff		existing lists		
4.	Outdoo	or Lighting Reference Materials	New	New	
5.	Process	s for Integration of the Flagstaff Fire	New	New	
	Department's Vegetation Management				
	Plan with the Review Process for New				
	Develo	ppment			
6.	How tl	he Zoning Code Implements the	New	New	
	Genera	al Plan			

# City of Flagstaff

## Public Review Draft of the New Zoning Code



August 30, 2010

Summary of New Zoning Districts

Land Development Code Zoning Districts

New Zoning Code Zoning District

Land Dev	Land Development Code Zoning Districts		New Zoning Code Zoning District	
NON-TR	ANSECT ZONES			
Residentia	al Zones			
RR	Rural Residential District		Rural Residential Zone	
R-R-E	Single-Family Residential Rural District	RR	Rurai Residentiai Zone	
	Established			
CD				
SR	Suburban Residential District	- ER	Estate Residential Zone	
ER	Estate Residential District			
R-S-E	Single-Family Suburban Residential District Established			
	District Established			
RI	Residential District			
R-I-E	Single-Family Residential District	1	Single-Family Residential Zone	
	Established	RI		
UR	Urban Residential			
MR	Medium Density Residential District		Medium Density Residential Zone	
RM-L-E	One- and Two Family Residential	MR		
	District Established			
HR	High Density Residential District			
RM-M-E	Multi-family Residential District	HR	High Density Residential	
	Established		Zone	
MH	Manufactured Housing District	мн	Manufactured Housing Zone	
M-H-E	Manufactured Home Park District			
Commerc	cial Zones			
SC	Suburban Commercial District			
C-I-E	Neighborhood Commercial District	SC	Suburban Commercial Zone	
	Established			
625	16	T		
C-2-E	Community Commercial District	СС	Community Commercial	
	Established		Zone	
C-3-E	Highway Commercial District			
	Established	нс	Highway Commercial Zone	
UC	Urban Commercial District	1		
		-1		
C-4-E	Commercial Service District	cs	Commercial Service Zone	
	Established		Commercial Service Zone	

Land Development Code Zoning Districts		New Zoning Code Zoning District	
		_	
C-5-E	Central Business District Established	СВ	Central Business Zone
Industrial :	Zones		
BP	Business Park District	BP	Business Park Zone
BPI	Business Park Intermediate District		
R&D-E	Research and Development Industrial		
	District Established		
		_	
LI	Light Industrial District		Light Industrial Zone
I-I-E	Restricted Industrial District		
	Established	LI	
I-2-E	Intermediate Industrial District		
	Established		
I-3-E	Intensive Industrial District Established	Т	Harris Industrial 7ana
1-3-E	Intensive industrial District Established	HI	Heavy Industrial Zone
Public and	Open Space Zones		
PL	Public Lands		
PL-O&B-E	Public Lands Open Space and Buildings	PF	Public Facility Zone
	District Established		
DI F	I D I II I I I I	DIE	D
PLF	Public Lands Forest	PLF	Public Lands Forest Zone
TRANSEC	CT ZONES		
		TI	Natural Zone
		T2	Rural Zone
		T3N.I	Neighborhood Zone
		1 314.1	(Existing)
		T3N.2	Neighborhood Zone
		1314.2	(Greenfield)
		T4N.I	Neighborhood Zone
		1 714.1	(Existing)
		T4N-1.0	Neighborhood Open Zone
		1 -114-1.0	(Existing)
		T4N.2	Neighborhood Zone
			(Greenfield)
		T4N.2-O	Neighborhood Open Zone
			(Greenfield)
		T5	Main Street Zone

### **OVERLAY ZONES**

AO	Airport Overlay District	AO	Airport Overlay Zone
HDRO	Historic Design Review Overlay District	DHO	Downtown Historic Overlay Zone
LDRO	Landmarks Design Review Overlay District	LO	Landmark Overlay Zone
THDRO	Townsite Historic Design Review Overlay District	тно	Townsite Overlay Zone
		RPO	Resource Protection Overlay

**T6** 

**Downtown Zone** 

# City of Flagstaff Public Review Draft of the New Zoning Code



August 30, 2010

### **Comment Sheet**

The Public Review Draft of the Zoning Code is available for review in the following formats: paper hard copy (available for review at the City libraries) or they may be picked up at the Community Development front counter at City Hall, on CDs also available at the Community Development front counter at City Hall, or on-line at <a href="www.flagstaff.az.gov\zoningupdate">www.flagstaff.az.gov\zoningupdate</a>.

Please submit all comments on the draft new Zoning Code by October 1<sup>st</sup> so that they can be compiled and reviewed prior to the Planning and Zoning Commission first public hearing on October 13, 2010. Comments may be submitted on this form or in writing via e-mail.

Name:					
Organization (if applicable):					
Phone Number: E-mail Address:					
Mailing Address:					
You do not have to provide your name and contact information, but it will help us in the event that we					
have a question or need to follow-up with you on your comment.					
Division or Section(s) of the Zoning Code you are referencing:					
Comments: (Comments may be inserted below or attached on a separate document)					
Comments. (Comments may be inserted below of attached on a separate document)					

Please submit your comments to:

Roger E. Eastman, AICP, Zoning Code Administrator 928-779-7631, Ext. 7606

E-mail: reastman@flagstaffaz.gov Web: www.flagstaff.az.gov\zoningupdate